

JENNIFER M. GRANHOLM
GOVERNOR



STATE OF MICHIGAN
LIQUOR CONTROL COMMISSION
DEPARTMENT OF LABOR & ECONOMIC GROWTH
ROBERT W. SWANSON, DIRECTOR

NIDA R. SAMONA
CHAIRPERSON

Bulletin 3109-17

DATE: December 7, 2006
TO: Authorized Distribution Agents
FROM: Michigan Liquor Control Commission
SUBJECT: Business Operating Procedure – State Holidays, 2007

Be advised that, at its administrative meeting of December 6, 2006, the Michigan Liquor Control Commission adopted the attached Business Operating Procedure regarding holidays for calendar year 2007.

Please see that all appropriate personnel in your organizations receive a copy of this bulletin.

If you have any questions please contact Jeff Jones at 517.322.1227, or email jjones@michigan.gov.

Attachment

STATE OF MICHIGAN

DEPARTMENT OF CONSUMER AND INDUSTRY SERVICES
LIQUOR CONTROL COMMISSION

General Wine & Liquor Company, Inc.
373 Victor Avenue
Highland Park, MI 48203

NWS Michigan, Inc.
17550 Allen Road
Brownstown, MI 48192

J. Lewis Cooper Co.
Trans-Con, Inc.
3101 Gulley Rd., Suite I
Dearborn, MI 48124-4405

Chinese Import & Export Co.
3508 Bristol
Troy, MI 48083

Henry A. Fox Sales Company
4494 36th Street SE
Kentwood, MI 49512

Fabiano Bros., Inc.
1219 N. Mission, PO Box 469
Mt. Pleasant, MI 48804

ADMINISTRATIVE ORDER

In accordance with the provisions of R 436.1802(14), the following instructions are adopted as a business operating procedure for calendar year 2007:

The State of Michigan will observe the following holidays in 2007:

Monday, January 1	New Year's Day
Tuesday, January 2	New Year's Holiday
Monday, January 15	Martin Luther King, Jr. Day
Monday, February 19	Presidents' Day
Monday, May 28	Memorial Day
Wednesday, July 4	Independence Day
Monday, September 3	Labor Day
Monday, November 12	Veterans' Day
Thursday, November 22	Thanksgiving
Friday, November 23	Thanksgiving
Monday, December 24	Christmas Holiday
Tuesday, December 25	Christmas Day
Monday, December 31	New Year's Eve

In addition, the State of Michigan will observe the New Year's Holiday on Tuesday, January 1, 2008.

All Michigan Liquor Control Commission (MLCC) offices will be closed on the above holidays.

Authorized Distribution Agents (ADAs) must combine licensee orders taken on the above Monday holidays into one file with orders taken the previous Friday through Sunday, and this file must be transmitted to the MLCC no later than the following Tuesday.

ADAs must combine licensee orders taken on July 4, 2007 into one file with orders taken on July 3, 2007 and this file must be transmitted to the MLCC no later than July 5, 2007.

ADAs must combine licensee orders taken on November 21 and 22, 2007 into one file and transmit this file to the MLCC no later than November 26, 2007.

ADAs must combine licensee orders taken on November 23, 24, and 25, 2007 into one file and this file must be transmitted to the MLCC no later than November 26, 2007.

ADAs must combine licensee orders taken on December 21, 22, 23, 24, and 25, 2007 into one file and this file must be transmitted to the MLCC no later than December 26, 2007.

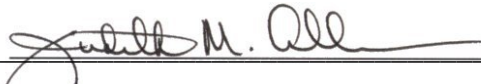
ADAs must combine licensee orders taken on December 28, 29, and 30, 2007 into one file with orders taken on December 31, 2007 and January 1, 2008 and this file must be transmitted to the MLCC no later than January 2, 2008.



Nida R. Samona, Chairperson



Pat Gagliardi, Commissioner



Judith M. Allen, Commissioner

December 6, 2006